

27 June 88

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CONFIDENTIAL

STAFF

FBIS

TO: [ ] Y

25X1

ADMIN PERS FNU Y

PASS TO [ ]

25X1

SUBJECT: PROMOTION, [ ]

25X1

REF: 10 APRIL 1988 RECOMMENDATION Y

25X1

[ ] FROM [ ] /MANNERS Y

25X1

1. D/FBIS HAS APPROVED A PROMOTION FOR [ ]

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(TO FBN 9/1 RATHER THAN 9/2). REF THE SALARY AND WAGE

ADMINISTRATION SECTION OF [ ]

EMPLOYEES WHO ARE

25X1

PROMOTED TO A HIGHER GRADE WILL RECEIVE BASIC COMPENSATION AT THE LOWEST STEP OF THE HIGHER GRADE THAT EXCEEDS THEIR EXISTING RATE OF BASIC COMPENSATION BY THE EQUIVALENT OF AT LEAST TWO STEP INCREASES WITHIN THE CURRENT GRADE. EFFECTIVE DATE OF PROMOTION TO FBN 9/1 SHOULD BE NO EARLIER THAN 31 JULY 1988. PLEASE EXTEND D/FBIS AND C/PROD CONGRATULATIONS.

2. POUCH ACTION TO ADMIN/FNU, PROVIDING THE EFFECTIVE DATE AND EXCHANGE RATE. DECL OADR BY [ ]

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